

City of La Grange Recreation Department 2017-2018 After School Program

POLICIES

- I. Hours of Operation
 - School days as applicable to LaGrange ISD Calendar and City of La Grange Holidays
 - 3:30 to 5:30pm.
- II. Program Fee and Participant Qualifications
 - \$25 per week = approximately \$100 per month
 - Fees payable one week, month, other as agreed upon in advance.
 - If paid after the specified due date – a late fee will be applied; \$7 per day/per student
 - The 2017-2018 After School Program is available for Youth who are currently attending Kindergarten through 6th Grade
 - 40 Students - maximum number allowed
- III. Drop-Ins
 - \$7 per day/per student
 - Payable in Cash - at time of Drop-in
 - Accepted on a day-by-day basis – as allowed due to maximum number(s)
 - Limited to 3 times per week/per student
- IV. Pick up Time
 - Deadline for pick-up is 5:30pm
 - Late Pick-up will begin at **5:31pm**
 - \$1 per minute/per student fee will be assessed
 - This Policy is Parental Acknowledgement of late pick-up.
(Exceptions may be made for extenuating circumstances)
- V. Disciplinary Procedures for Participant(s) Will Include
 - Time out ~ time will be dependent on severity of problem
 - Banned from specific activities and/or areas
 - Expulsion – for safety, continued inappropriate behavior and/or language, other as determined.
 - If a student is suspended or expelled from participating in the After School Program, parents/guardians will not receive a refund.
- VI. Required Forms
 - After School Registration and City of La Grange Forms – as presented at time of registration
 - Parents/Guardians must complete/sign - prior to student participating in the program
- VII. Program will Include:
 - Snacks
 - Provided for participants
 - Served 3:45 to 4:15pm ONLY
 - An alternative snack will not be provided unless the student has a food allergy.
(Allergy must be listed on Registration form)
 - Homework Time and/or Tutoring
 - Time and room will be designated to complete homework
 - Organized Activities and/or Games
 - Time allotted for structured play
 - Free Play time will also be made available
- VIII. Transportation to Randolph Recreation Center
 - Available for LGISD student(s) from school to the Randolph Recreation Center.
 - To be arranged by the parent between the school and themselves.